Admissions Application | 2023–2024
* If you plan to apply to a Montgomery College selective admission program in the health sciences, you may elect a pre-health science/general studies major while your application to the selective program is pending. If unsure, contact a counselor for advice.

† Refer to the Montgomery College Catalog for specific admissions requirements for these programs. Use the “pre” code associated with the program, e.g., 570 Pre-Nursing or 580 Pre-Physical Therapist Assistant, or you may choose any other Montgomery College and/or eventual transfer major.

See the Guide to Academic Degrees page following the application for an explanation of Associate of Arts (A.A.), Associate of Science (A.S.), Associate of Applied Science (A.A.S.), Associate of Fine Arts (A.F.A.), Certificate, and Letter of Recognition.
Montgomery College | Admissions Application 1 of 2

Print clearly in ink; complete both pages.

Have you ever taken credit or noncredit courses at MC? □ Yes □ No Have you previously applied to MC? □ Yes □ No

Provide your M number if you already have one _____________________________ Office Use Only M - _______ _______ _______ _______ _______ _______ _______ _______ _______ _______ _______

NAME Last_________________________ First_________________________ Middle

Previous Name(s) _____________________________ Preferred Name _____________________________

CURRENT ADDRESS Street_________________________ Apartment_________________________

County of Residence_________________________ City_________________________ State_______ ZIP________

Country (if not U.S.) ___________________________ How long have you lived at this address? Years_______ Months_______

EMAIL __________________________________________________

HOME PHONE __________________________________________

WORK PHONE __________________________________________

CELL PHONE __________________________________________

EMERGENCY CONTACT Last Name_________________________ First Name_________________________

Phone_________________________ Relationship_________________________ Email_________________________

PERSONAL INFORMATION Your social security number is not required for admission. However, if you intend to apply for financial aid or claim tuition and fee costs on income taxes, you must provide your social security number. Race is not used for eligibility in admissions. Federal regulations require colleges to report enrollment data by racial, ethnic, and gender categories.

BIRTH DATE __________ (mm/dd/yyyy) □ Under 16 □ Gender □ Male □ Female □ Social Security Number ___________________________

ETHNICITY/RACE Are you of Hispanic or Latino origin? □ Yes □ No What is your race? Check one or more of the following:


CITIZENSHIP Check one: □ U.S. □ Permanent Resident □ Not a U.S. citizen or Permanent Resident (If checked, complete box below.)

Nation of Birth____________________________________ Nation of Citizenship (required)____________________________________

FOREIGN STUDENT STATUS If you are a non-U.S. citizen, complete this section.

U.S. Entry Date_________ Immigration Status (I-94)_________ Visa Number_________________ Issue Date_________ Expiration Date_________

1. Do you plan to request an F1 (student) visa while outside the U.S.? □ Yes* □ No *If “Yes,” complete additional application procedures at montgomerycollege.edu/admissions/i20 or see an international student coordinator.

2. Do you plan to request a change of status to F1 while remaining in the U.S.? □ Yes* □ No *If “Yes,” see an international student coordinator before submitting this application.

3. Do you have an F1 visa or F1 status through another school? □ Yes □ No

a) If yes, list school on current I-20_________________________ Expiration date of current I-20_________

b) Do you plan to transfer your F1 status to Montgomery College? □ Yes* □ No *If “Yes,” complete additional application procedures at montgomerycollege.edu/admissions/i20 or see an international student coordinator.

c) Do you plan to enroll at Montgomery College as a visiting student and maintain F1 status at your home school? □ Yes □ No

HIGH SCHOOL All high school graduates/GED recipients who are new to college must provide a copy of their final high school transcript or GED diploma before attending class.

High School or Home School Organization_________________________________________ ID Number_________________________

City____________________________________ State or Country (if not U.S.)_________________________ Years Attended: From_______ To_______

Expected/actual high school graduation or GED completion Month________ Year________

Check one: □ Current High School Student □ High School Diploma Recipient □ High School Certificate Recipient

□ Maryland GED Recipient □ Non-Maryland GED Recipient □ High School Non-graduate

Did you complete a Tech Prep Program? □ Yes □ No

Are/were you home schooled? □ Yes □ No If yes, fill in home school information above, including completion month and year.

Are you going to take classes at MC while you are still in high school? □ Yes □ No

Application continues on next page.
Montgomery College | Admissions Application 2 of 2

COLLEGE  When do you plan to attend MC?  YEAR________  SEMESTER □ Fall □ Winter □ Spring □ Summer

CAMPUS □ Germantown □ Rockville □ Takoma Park/Silver Spring

Do you have a degree(s) from a U.S. or foreign college or university? □ No □ Yes: □ Associate’s □ Bachelor’s □ Master’s □ Doctorate

List accredited U.S. or foreign colleges or universities previously attended__________________________________________________________

(Submit unofficial U.S. transcripts to waive assessment test.)

Have you completed a college-level English composition course with a grade of C or better at an accredited U.S. college or university?

□ Yes □ No  If yes, list college or university, course number, and title________________________________________________________

(Submit unofficial U.S. transcripts to waive assessment test.)

I have test scores for: □ SAT® □ ACT □ TOEFL □ IELTS □ PTE  (Submit an original score report; faxes and copies are not accepted.)

PROGRAM OF STUDY  Find the 3- or 4-digit code for your major, located in the Montgomery College Programs of Study list. Enter the code in the desired major box to the right:

DESIRED MAJOR

EDUCATIONAL GOAL  Check one box that best describes your current educational goal:

□ Earn a degree or certificate at Montgomery College and transfer.1 □ Take courses to prepare for a new career.2

□ Earn a degree or certificate at Montgomery College.3 □ Take courses for personal interest and self enrichment.2,3

□ Take courses to prepare for transfer.2 □ Take courses as a visiting student from another college/university.2,4

1  F1/M1 visa applicants must check this box and select a program of study that leads to an associate’s degree. Effective 2014, you must be 18 or a high school graduate to check this box.

2  Students who select this category are not eligible for federal financial aid.

3  This option is limited to students who have been out of high school or its equivalent for at least three years.

4  Submit permission to enroll from your home institution; include approved MC course numbers—for example, ENGL 101.

RESIDENCY FOR TUITION PURPOSES

Do you plan to apply for the out-of-state tuition rate exemption (Maryland Dream Act)? □ No □ Yes*

*If "Yes," complete additional application procedures at montgomerycollege.edu/mdream or go to the Office of Records and Registration.

Do you/your parents own/rent your primary residence? □ No □ Yes, County:_______________State:_________

Have you lived in Montgomery County for the past three months? □ No □ Yes

Have you lived in the state of Maryland for the past three months? □ No □ Yes

Do you file income taxes? □ No □ Yes, filed in County:________________________State:_________

Do you have a valid driver’s license? □ No □ Yes, State:_________  Do you own a motor vehicle? □ No □ Yes, registered in State:_____

Are you registered to vote? □ No □ Yes, registered in County:________________________State:_________

FAMILY EDUCATION BACKGROUND

Highest school completed by mother: □ Middle School/Jr. High □ High School □ College or beyond □ Other/unknown

Highest school completed by father: □ Middle School/Jr. High □ High School □ College or beyond □ Other/unknown

U.S. MILITARY STATUS (if applicable) □ Active Duty □ Veteran □ Dependent of Active Duty Servicemember or Veteran

□ Air Force □ Army □ Coast Guard □ Marine Corps □ National Guard □ Navy □ Reserves

LANGUAGE BACKGROUND FOR ASSESSMENT TESTING

Most students are required to take placement tests. The MC English Remote Placement test is for students whose first language is American English or those who have attended a U.S. school for 10 or more years. All other students take the MC ESL Remote Placement test designed for students who speak American English as a second language. Both assessment tests may lead to college-level courses.

Is American English your first language? □ Yes □ No  Have you attended 10 or more years of school in the U.S.? □ Yes □ No

SIGNATURE  I certify that the information on this application is correct and complete; I understand that falsification may result in dismissal and/or retroactive adjustment of tuition and fees. I certify that I am aware of Montgomery College’s (MC) policy on drug and alcohol abuse prevention, and that MC is a tobacco-free institution and thus prohibits the use of tobacco products on all MC-owned property. If admitted, I agree to abide by policies and procedures of MC (montgomerycollege.edu/verified/pnp). I understand that I am responsible for all costs including necessary collection costs to satisfy my debts to the college. Upon request by a designated college official, I agree to provide evidence of the information on this application for verification by the college. My signature also provides consent to Montgomery College to collect and use my personal information for business processes related to my enrollment at the college.

Applicant Signature Date

Montgomery College is an academic institution committed to promoting equal opportunity and fostering diversity among its students, faculty, and staff. RR 9/23

Office Use Only M ____________ Initial & Date:

Detach application and submit to Raptor Central at Germantown Campus, 20200 Observation Drive, Germantown, MD 20876, Rockville Campus, 51 Mannakee Street, Rockville, MD 20850; or Takoma Park/Silver Spring Campus, 7600 Takoma Avenue, Takoma Park, MD 20912.
Associate’s Degree
An associate’s degree recognizes successful completion of a 60- to 70-credit combination of General Education courses in English, mathematics, arts, behavioral and social sciences, humanities, and science (see below for more information); courses in a specific track or skill area; and, in some cases, electives. The College is currently authorized by the Maryland Higher Education Commission (MHEC) to offer five associate’s degrees:

- **Associate of Arts (A.A.)**
  This degree recognizes mastery in the liberal and fine arts and is intended for transfer to equivalent bachelor of arts programs at four-year schools. The A.A. is awarded in arts and sciences, business, communication studies, computer science and technologies, and general studies. Tracks within these programs allow students to focus their studies in specific areas (for example, arts and sciences program–music concentration).

- **Associate of Science (A.S.)**
  This degree recognizes mastery in science or technology with a heavy emphasis on undergraduate mathematics or science and is intended for transfer to bachelor of science programs at four-year institutions. The A.S. is awarded in engineering science, public health sciences, nursing, and science. Concentrations within the engineering science and science programs allow students to focus their studies in specific areas (for example, engineering science program–aerospace engineering concentration).

- **Associate of Applied Science (A.A.S.)**
  This degree recognizes mastery of vocational-technical occupational skills and is intended for those seeking immediate employment opportunities. Students may still transfer eligible courses to four-year institutions offering upper-division programs in related areas. Concentrations within some A.A.S. programs allow students to focus their studies in specific areas (for example, illustration concentration, graphic design A.A.S.)

- **Associate of Arts in Teaching (A.A.T.)**
  This degree recognizes mastery in a core of professional education coursework and fieldwork experiences appropriate for the first two years of teacher preparation. The program is intended to prepare students to transfer to an early childhood, elementary, or selected secondary education programs at a four-year college or university in the state of Maryland. Students who receive the A.A.T. will have fulfilled their General Education requirements and earned acceptable scores on a state approved basic skills test. The A.A.T. offers a 2+2 program between community colleges and four-year colleges and universities, while enhancing our efforts at 2+2+2 collaborative programs with local K-12 schools.

- **Associate of Fine Arts (A.F.A)**
  This degree recognizes mastery in the professional arts in programs that have as a primary goal transfer to a bachelor of fine arts (B.F.A) program, are similar to the first two years of a B.F.A program, and require at least 60 percent of the course credit to be in studio work and related areas. The College offers two A.F.A degrees: graphic design and studio art.

**Certificate**
A certificate recognizes successful completion of a sequence of courses (a minimum of 12 credits) that focus on the development of specific technical skills.

**Letter of Recognition**
The letter of recognition is designed to provide students with a confirmation of the completion of a sequence of courses (6-11 credits) that teach focused skills and competencies in specific career areas. Students seeking only a letter of recognition, who are not planning to pursue a certificate or associate’s degree at the College, are considered non-degree seeking students and are not eligible for financial aid.
Once my Montgomery College application is processed, what comes next?  
Promptly determine your placement levels. Most courses require that you demonstrate skill levels in English, reading, and/or mathematics prior to registration. Visit montgomerycollege.edu/assessment to find information about MC Guided Placement and alternative placement options.

Why is the welcome letter so important?  
The welcome letter contains your M number, your MyMC ID, your official Montgomery College email address, residency/tuition rate, and assessment/testing information. You should receive your welcome letter within 10 business days after applying to Montgomery College. Keep your welcome letter for your records.

What is an M number?  
An M number is your student identification number—also called your College ID, assigned to you by Montgomery College.

What is a MyMC ID?  
Your MyMC ID is the user ID assigned to you for entry to Montgomery College's web portal MyMC, where you can read your email, register for classes, contact your instructors, view your grades, and learn about clubs, news, and activities.

How do I log in to MyMC?  
Once you have your MyMC ID from your welcome letter, click on the blue "Access MyMC" button on Montgomery College's home page and claim your account. If you need help with MyMC, call 240-567-5000, and press 2 for MyMC support. Warning: Do not share your login information with anyone. You are responsible for all transactions on this account.

Will I get a Montgomery College student email account?  
Yes. Your MyMC ID is your email account name. (Format: MyMCID@montgomerycollege.edu). Your email account is the official means of communication between you and the College. Check your email frequently for information including waitlist status, course announcements, registration information, payment notices, and class cancellations.

Where can I find additional help on enrolling at MC?  
For additional help with the enrollment process, call Raptor Central, your one-stop shop for admissions, enrollment and visitor services, at 240-567-5000, press 2, then 5, or stop by Raptor Central on any campus. For information on Raptor Central locations and services, visit montgomerycollege.edu/raptorcentral.

Important Phone Numbers and Contacts

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Germantown Campus  
20200 Observation Drive  
Germantown, MD 20876

Rockville Campus  
51 Mannakee Street  
Rockville, MD 20850

Takoma Park/Silver Spring Campus  
7600 Takoma Avenue  
Takoma Park, MD 20912

Keep this page for your records.
Continue Your Studies Without Leaving Montgomery County

Did you know that you can transfer to earn a baccalaureate degree from a public Maryland university right here in Rockville upon completion at Montgomery College? The Universities at Shady Grove (USG) offers select degrees from nine University System of Maryland institutions.

Enjoy small classes, close interaction with faculty, active student life, and personalized assistance at the USG campus, while still earning your degree from your home university.

Tips for a Smooth Transition to USG for Your Bachelor's Degree

1. Meet with a Montgomery College counselor to determine what curriculum or major best suits you and your career goals.

2. Visit USG's website at shadygrove.umd.edu to learn more about our academic program offerings and student life on our campus. Attend a USG open house or schedule a visit at your convenience by contacting USG at shadygrove@umd.edu.

3. Meet with a USG recruiter or program representative to determine if a program at USG is right for you. Discover how to prepare for a successful transfer by learning about prerequisites and admissions requirements for your desired program of interest. Contact us to schedule an appointment.

4. Explore the Transfer Access Programs (TAP) offered by some of our partner institutions at USG. Montgomery College students who are a part of a TAP will receive benefits such as early academic advising, advanced use of USG resources, and increased chances of admission.

5. Follow the transfer program of study for your selected major by referring to MC's transfer website at montgomerycollege.edu/transfer. For a smooth transfer, make sure you complete all program prerequisites and meet all the admissions requirements for your selected program.

6. Apply to your program of choice offered at USG through the institution offering the major. At the same time, apply for financial aid and scholarships offered exclusively for students who attend programs at USG. Go to shadygrove.umd.edu/scholarships for more information.

For more information, visit shadygrove.umd.edu/prospective-students.
Montgomery College is an academic institution committed to promoting equal opportunity and fostering diversity among its students, faculty, and staff.